

**COVENTRY HOUSING AUTHORITY**  
**MINUTES**  
**AUGUST 22, 2012**

**The Chairman, Paul Pasch, called the meeting to order at 4:30 and the following commissioners were present: Rosalie Jalbert, Rebecca Parenteau, Robert DiPadua and Maurice DeGraide. Julie Leddy, Executive Director and Arthur Capaldi, Legal Counsel were also present.**

**MINUTES:**

**Motion was made by Commissioner Jalbert and seconded by Commissioner DiPadua to approve the minutes of the July 18, 2012 meeting as presented. Motion carried with all in favor.**

**TREASURER'S REPORT:**

**After review of expenditures, motion was made by Commissioner DiPadua and seconded by Commissioner DeGraide to approve the Treasurer's Report as submitted. Motion carried with all in favor.**

**Year to Date Financials show that in Public Housing, reserves are at 110% for the first six months of 2012, total routine expenses are 4%**

**below budget and net income is 40% greater than anticipated.**

**In Section 8, projected admin fee income is 2% under budget and current expenses are 7% over budget. Reserves remain at \$102,000.**

**In the Management Program, the 110 units managed by the Authority are fully leased as of June 30th. There won't be many expenses because most work for the new units is still under warranty.**

## **EXECUTIVE DIRECTOR'S REPORT:**

**Julie reported that the office move has begun. The computers are back in the office. The Community hall floor still needs to be replaced, however the hall will be open to residents from August 24th until after the primary election on September 11th. The Hall will then be closed for the floor installation. Julie would also like to hold the board meeting at the KOV hall before replacing the floor. A letter will go out to residents tomorrow to notify them.**

**Julie was informed when she returned from vacation that Senator Reed would be visiting Golden Ridge and wanted to meet with her and the FSS Coordinator regarding his proposed legislation. He visited one of the units and was able to speak with the tenants.**

**Bids for the NRT garage were opened today. Seventeen people**

attended the pre-bid conference. Eleven contractors delivered their bids. Bids were opened. The three lowest bidders will be interviewed and results given to the board at the September meeting.

Julie reported that the Authority has successfully completed the payment transition of the dual pension plan.

A meeting will be held at the Department of Health to discuss policies/procedures regarding Smoke-Free housing on August 28th.

The Coventry Housing Authority has once again been designated as a High Performer in the 12/31/2011 Public Housing Assessment. The Authority will not be assessed again for three years.

The July NERC Journal is included in today's packet.

#### **MAINTENANCE REPORT: No Discussion**

#### **HOUSING REPORT:**

Public Housing is 100% occupied and rental income is right on. HCV has a slight drop because a few Housing Authorities absorbed some portables. Crossroads had three vacancies at the end of July, which have now been filled.

The Meadows is fully leased.

#### **RESIDENT SERVICE COORDINATOR:**

The Fiddle Fit program is still ongoing. Julie reports that the program was on the news. The instructor has a new video and is

becoming well known.

#### **FAMILY SELF-SUFFICIENCY:**

Day One will be holding another bullying prevention presentation in August.

#### **CORRESPONDENCE:**

Note from Golden Ridge resident. Julie informed the board that she will be holding a coffee hour there now that it is filled.

#### **COMMITTEE REPORTS:**

Building Committee: The cost of the garage may be higher than anticipated because there will be more work.

**UNFINISHED BUSINESS: None**

#### **NEW BUSINESS:**

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NAHRO Annual Conference: Early bird registration is now open if anyone would like to attend. Chairman Pasch and Commissioner

**Jalbert expressed a desire to go. Motion was made by Commissioner DiPadua and seconded by Commissioner DeGraide to send two people to the NAHRO Conference. Motion carried with all in favor.**

## **OPEN DISCUSSION:**

**Chairman Pasch brought up discussion about the annual retreat and requested that Julie get some tentative dates to hold a retreat for budget discussion.**

**There being no further business to discuss, motion was made by Commissioner DiPadua and seconded by Commissioner Parenteau to adjourn. Motion carried with all in favor.**

**GAIL T. WOODWARD**  
**RECORDING SECRETARY**